

- CALL TO ORDER:** President Smith called the regular meeting of the Catasauqua Borough Council to order at 7:00PM, with the Pledge of Allegiance.
- MEMBERS PRESENT:** President Smith, Ms. Kroope, Ms. Mellish, Mr. McKittrick, and Mr. Schlegel, Mr. Bartholomew, Ms. Weaver.
- ALSO PRESENT:** Mayor Schlegel, Attorney Steelman, Police Chief Kish and Engineer Gawlik.
- MINUTES:** A motion to approve the minutes of the December 10, 2018 regular meeting was made by Ms. Weaver, seconded by Ms. Kroope. The motion passed unanimously.
- MAYORAL RECOGNITION:** The Mayor recognized members of the Girl Scouts who helped with the Tree Lighting at George Taylor; members of the Catasauqua Youth Cheering Association for raising money to provide hotdogs for the Halloween Parade; members of the Catasauqua Youth Football Association for providing the hotdog rolls at the Halloween Parade.
- The Mayor acknowledged the Crafting Angels Home Sewing group for making and donating ornaments for the Borough Christmas tree.
- HEARING PERSONS PRESENT:** NONE
- ORDINANCES & RESOLUTIONS:**
- RESOLUTION #1-2019: **A RESOLUTION SETTING THE FULL-TIME EMPLOYEES' CONTRIBUTION TO THE POLICE PENSION FUND**  
Mr. Bartholomew moved, seconded by Mr. McKittrick, the motion passed unanimously.
- RESOLUTION #2-2019: **A RESOLUTION PROVIDING FOR THE DISPOSITION OF CERTAIN RECORDS OF THE BOROUGH.**  
Mr. Bartholomew moved, seconded by Ms. Mellish, the motion passed unanimously.
- RESOLUTION #3-2019: **A RESOLUTION AUTHORIZING THE SALE OF THE FORMER BOROUGH HALL AT 118-122 BRIDGE STREET.**  
Ms. Kroope moved, seconded by Mr. Schlegel, the motion passed unanimously.
- Ms. Steelman said reverter language may have to be added to the Agreement of Sale. The Solicitor's office is reviewing the requirements of the Borough Code and the Housing Authority law.
- SECRETARY/MANAGER:** Mr. Travers reported.
- WATER & SEWER** Mr. Travers reported that there were 18,044,000 gallons of water pumped to the system in December 2018 for a daily average of 582,000 gallons. There were 53.12 million gallons of sewage treated for a daily average of 1.71 million gallons.
- 2019 MEETING SCHEDULE:** Mr. Travers reported that the meeting schedule for 2019 had been distributed. He asked if any Committees wished to change their current meeting times, none did. He asked that all Committees please notify his office as soon as possible regarding any cancellation or rescheduling of meetings for advertising purposes.

**TREASURER'S REPORT:**

A motion to approve the Treasurer's Report was made by Ms. Mellish, seconded by Mr. Bartholomew. The motion passed unanimously.

**MAYOR:**

Mayor Schlegel reported.

**2019 EVENTS:**

The Mayor reported that planning has begun on the 2019 Halloween Parade.

She said she will be meeting with Manager Travers, Mr. MacHose and Mr. Miller to discuss the Tree Lighting.

**JUNIOR COUNCIL:**

Mr. Kalynych reported.

He said the National Honor Society's Winter Carnival raised \$726 for the Lukemia Society. The NHS will continue fundraising throughout the year.

**SOLICITOR:**

The Solicitor's Report was distributed.

Ms. Steelman was available to answer any questions. There were none.

**ENGINEER'S REPORT:**

Mr. Gawlik reported.

A written report was issued. Mr. Gawlik addressed the highlights of the report.

**WEIGHT LIMIT RESTRICTIONS:**

Mr. Bartholomew asked how weight limits are determined for roads. Mr. Gawlik said there are calculations determined by Penn Dot. Mr. Bartholomew expressed concern about the Fed Ex doubles on Pine Street; Mr. Gawlik said he will look into the matter further and let the Manager know what he finds.

There is concern regarding the routes being used by the Fed Ex trucks on Borough roads.

Ms. Weaver said she would check with LVPC regarding the matter as well.

Mr. McKittrick suggested that someone approach Fed Ex regarding the independent trucks using the Borough side streets.

Chief Kish said that restricting trucks is not going to be easy. The process is not simple and traffic studies will need to be done.

Public Safety is working to change Pineapple Street to one-way South. That would help alleviate the issue of trucks getting stuck at the top of Pineapple.

Mr. Travers said that recent changes to the law allows double tractor trailers on three and four digit State roads.

**GENERAL GOVERNMENT:**

Ms. Mellish reported.

**FEE AGREEMENT:**

Ms. Mellish moved, seconded by Mr. Schlegel, to approve the new Fee Agreement between Dimmich & Dinkelacker, P.C. and the Borough for 2019. The motion passed unanimously.

**AUDITING SERVICES:**

Ms. Mellish moved, seconded by Ms. Weaver, to approve a Proposal from France, Anderson, Basile & Co., for auditing services for the Borough records for the year ending December 31, 2018. The motion passed unanimously.

**PUBLIC SAFETY:**

Mr. McKittrick reported.

**CIVIL SERVICE COMMISSION:**

Mr. McKittrick moved, seconded by Mr. Bartholomew, to accept the Civil Service Commission's Police Officer eligibility list. The motion passed unanimously.

**POLICE DEPARTMENT:**

Mr. McKittrick moved, seconded by Ms. Kroope, to conditionally approve Joelle Mota to the position of police officer. His bio has been distributed. The motion passed unanimously.

**SWEAR IN POLICE OFFICERS:**

The Mayor swore in two police officers: Anthony Buckland, Jr. and Joelle Mota. Mr. McKittrick said that with tonight's appointment of two officers the Police Department is now at full strength.

**FIRE CHIEF:**

Mr. McKittrick moved, seconded by Ms. Mellish, to appoint Richard Hertzog, Jr. as Fire Chief for 2019. The motion passed unanimously.

**FIRE DEPARTMENT OFFICERS:**

Mr. McKittrick moved, seconded by Ms. Mellish, to approve the Fire Department Officers, as elected by the members of the Fire Department, for 2019. The motion passed unanimously.

**DRIVERS & OFFICERS:**

Mr. McKittrick moved, seconded by Mr. Bartholomew, to approve the Fire Department Drivers and Operators for 2019. The motion passed unanimously.

**FIRE POLICE OFFICERS:**

Mr. McKittrick moved, seconded by Mr. Bartholomew, to approve the Fire Police Officers for 2019. The motion passed unanimously.

Mr. McKittrick explained that the Fire Police are under the Police Department.

**POLICE ELIGIBILITY LIST:**

Mr. McKittrick moved, seconded by Ms. Mellish to remove Nathan Smith from the Police Eligible to Work list. The motion passed unanimously.

**REFUSE COLLECTION:**

Mr. McKittrick said that on December 28, 2018, J.P. Mascaro, the Borough's refuse/recycling contracted hauler was seen putting recycling and garbage in the same truck. He expressed concern that this is a violation of recycling requirements and may affect the amount of money the Borough receives for recycling.

Mr. Bartholomew said there have been issues with Mascaro breaking trash cans and not completely emptying cans, leaving garbage to sit until the next collection day.

The Manager said he has spoken with Mascaro regarding complaints and will call them regarding the customer service issues.

In response to questions from Ms. Mellish and Ms. Kroope, the Manager said the Borough is not at a point to take on refuse/recycling collection at this time; and would discuss with North Catasauqua about combining this service when and if the time and numbers support such a move.

**PUBLIC UTILITIES:**

Mr. Schlegel reported.

**WWTP ENGINEER:**

Mr. Schlegel moved, seconded by Mr. Bartholomew, to appoint Remington & Vernick Engineers as the Engineer for the Wastewater Treatment Plant and related facilities. The motion passed unanimously.

Mr. Karl Schreiter has retired. Manager Travers reported that he reached out to several engineering firms, and that Remington & Vernick would be similar in cost to Mr. Schreiter.

**BOROUGH AUTHORITY:** There are two openings on the Borough Authority with terms expiring December 31, 2018 and December 31, 2020. If anyone is interested in serving on the Authority should contact the Borough Manager.

**SHADE TREE COMMISSION:** Mr. Schlegel said there will be a Shade Tree Commission meeting on Tuesday, January 8, 2019, at 7 pm. He said new enforcement forms would begin being distributed on January 7. Anyone interested in joining the Commission should attend the meeting or contact Mr. Schlegel or Mr. Bastian.

Mr. Schlegel asked that the vacancies for the Authority and Shade Tree Commission meeting be put on Facebook.

**PLANNING & ZONING:**

Ms. Weaver reported.

**2019 RACP GRANT:**

Ms. Weaver moved, seconded by Mr. McKittrick, to authorize Taggart Associates to prepare an application for funding through the 2019 RACP grant program. The motion passed unanimously.

**PLANNING COMMISSION:**

Ms. Weaver moved, seconded by Ms. Mellish, to re-appoint Joshua May to the Planning Commission with a term expiring May 1, 2022. The motion passed unanimously.

Ms. Weaver moved, seconded by Ms. Mellish, to accept the resignation of Hannah Haubert from the Planning Commission, her term expires May 1, 2020. The motion passed unanimously.

Ms. Weaver said that if anyone interested in filling this vacancy should contact the Borough Manager for information.

**CASD ZONING REQUEST:**

Ms. Weaver said that the Borough has added a requirement that the developed add trails to the proposed plans for the property. She said Superintendent Spangler and the CASD Solicitor will attend the next P&Z Committee meeting.

**TRAIL UPDATE:**

Ms. Weaver presented a narrated slide show prepared by North Catasauqua Council President, Mr. Peter Paone, showing the proposed plans for the Catasauqua/N. Catasauqua Trails. (Power Point presentation is attached).

After the presentation Mr. Paone and Mr. Chad Helmer, Taggart Associates, discussed and answered questions regarding the plan. They explained the grant opportunities available and plans to apply for these grants.

There will be an Open House meeting on February 6, 2019, 6:30pm at N. Catasauqua to discuss this project.

Ms. Weaver moved, seconded by Ms. Mellish, to authorize Mr. Helmer to work with N. Catasauqua and other local agencies on grant applications for this project. The motion passed unanimously.

**RECREATION:**

Ms. Kroope reported.

**YMCA AGREEMENT:**

Ms. Kroope reported that the 2019 Agreement with the YMCA to operate the Borough Pool has been executed.

Ms. Mellish asked if the pool will be ready and operational for the 2019 season.

**CONCESSION STAND:** Ms. Kroope said that Blondies has agreed to operate the Concession Stand for 2019. All that is needed is to execute the contract.

**PUBLIC WORKS:** Mr. Bartholomew had nothing to report.

<b><u>BILLS &amp; ACCOUNTS:</u></b>	<u>General Fund</u> \$152,922.31	<u>Water</u> \$55,750.06	<u>Sewer Plant</u> \$51,497.35
	<u>Sewer Collection</u> \$24,349.77	<u>Community Development</u> \$0.00	<u>Gross Payrolls</u> \$155,013.37

Bills and Accounts were approved on a motion by Ms. Mellish, seconded by Ms. Weaver. The motion passed unanimously.

**UNFINISHED BUSINESS:**

**THANK YOU:** Mr. Schlegel thanked the Manager for preparing and distributing the 2019 meeting schedule.

**TABLETS:** In response to a question from Mr. Schlegel, the Manager said the tablets had been received and he is working with Board Docs to set up training times to accommodate everyone. Information will be distributed in the Manager's report when available.

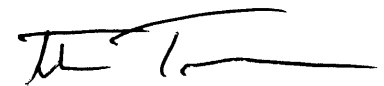
**NEW BUSINESS:** NONE

**HEARING OF PERSONS PRESENT:**

**DELIVERY TRUCKS:** Mr. Dale Hein, 318 Mulberry Street, said that a truck making a delivery to the Catty Corner Restaurant hit some poles on Milton Street and knocked them out of whack.

**ADJOURNMENT:** There being no further business the meeting was adjourned at 8:30 pm.

Respectfully submitted,



Steve Travers  
Secretary/Manager